

TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016 for Chief DiPetrillo

SUBJECT: Resolution

AFFECTED DISTRICT: N/A

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FOR A FIRE SAFETY TRAILER.

REPORT IN BRIEF: A competitive bid was conducted for the purchase of a fire safety trailer. The Town sent out specifications to six (6) prospective bidders. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received three (3) responses (two (2) bids and one (1) "no bid" response). The recommendation is for Mobile Concepts by Scotty as the lowest responsive and responsible bidder. Seventy percent (70%) of this purchase which amounts to \$25,506 is funded by a grant.

PREVIOUS ACTIONS: Not applicable

CONCURRENCES: The recommended award has been reviewed by the Fire Chief and the Bid Specification Committee who concur with the decision to award to Mobile Concepts by Scotty.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: \$36,437.00 (\$25,506 grant; \$10,931 matching funds)

Account Name: Fire Department-Capital Outlay Account

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Procurement Authorization

Bid Opening Report

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FOR A FIRE SAFETY TRAILER.

WHEREAS, the Town is in need of a fire safety trailer for training purposes; and

WHEREAS, the Town solicited sealed bids for such a trailer; and

WHEREAS, after review, the Town Council wishes to accept the bid from Mobile Concepts by Scotty.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the bid from Mobile Concepts by Scotty for a fire safety trailer in the amount of \$36,437.00.

SECTION 2. The Town Council hereby authorizes the expenditure from the Fire Department-Capital Outlay Account.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2004

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2004

**TOWN OF DAVIE
PROCUREMENT AUTHORIZATION**

| <u>Account Number</u> | <u>Budget & Description</u> | <u>Approximate Cost</u> |
|--------------------------------|---------------------------------|-------------------------|
| 030-3001-522-6876 | Fire Safety Trailer | \$10,800.00 |
| 001-0601-522-6400 | | \$25,200.00 |
| <i>FIRE TRAILERS EQUIPMENT</i> | | \$36,000.00 |

Method of Procurement (check the one that applies)

☒ XX Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source

Checklist Specification & List Of Vendors Must Be Attached

Signed *Charles Willett, Fire Chief*
Department Head

Have Funds Been Reserved Per. 30806

Date 12/5/03 Signed *[Signature]*

Signed *[Signature]*
Town Administrator

Bids Submitted

| <u>Vendor</u> | <u>Cost</u> |
|----------------------------------|---------------------|
| <u>MOBILE CONCEPTS BY SCOTTY</u> | <u>\$ 36,437.00</u> |
| <u>SURREY FIRE SAFETY HOUSE</u> | <u>38,554.00</u> |
| <u>CRUSH RESCUE EQUIPMENT</u> | <u>NO BID</u> |

Signed *[Signature]*
Purchasing Specialist

Town Administrator's Recommendation

| <u>Vendor</u> | <u>Cost</u> |
|----------------------------------|--------------------|
| <u>MOBILE CONCEPTS BY SCOTTY</u> | <u>\$36,437.00</u> |
| | |
| | |
| | |

Signed *[Signature]*
Town Administrator

BID OPENING REPORT

BID NAME: FIRE SAFETY TRAILER

TIME: _____

BID NUMBER: B-04-11

DATE: 12/23/03

ESTIMATED COST: \$36,000

| NO. | CONTRACTOR'S NAME | BID AMOUNT | RANK |
|-----|---|-------------|------|
| 1. | MOBILE CONCEPTS BY SCOTTY | \$36,437.00 | 1 |
| 2. | SURREY FIRE SAFETY HOUSE WALTERS GROUP, INC. | \$38,554.00 | 2 |
| 3. | CRASH RESCUE EQUIPMENT | No Bid | — |
| 4. | | | |
| 5. | | | |
| 6. | | | |
| 7. | | | |
| 8. | | | |
| 9. | | | |
| 10. | | | |

REMARKS

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL: [Signature]

DATE: 12/23/03

WITNESS: _____

DATE: _____